



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN RESOURCES

**File #:** 22-767

Board Meeting Date: 10/4/2022

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Rocio Kiryczun, Human Resources Director  
**Subject:** Recommended Revision to the Master Salary Resolution

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the Master Salary Resolution 079043 to reclassify four positions and set the salary range of one classification; and accept the updated report of biweekly salaries by classification.

**BACKGROUND:**

On July 12, 2022, your Board adopted Master Salary Resolution 079043 which specifies the number of and providing compensation and benefits for persons employed by the County of San Mateo, sets appropriate rules and regulations and repeals all inconsistent ordinances and resolutions. Throughout the year, the salary resolution is amended from time to time to meet the needs of the County.

**DISCUSSION:**

The salary resolution changes herein represent the:

- reclassification of four positions; and
- setting of salary range for one classification.

This amendment to the resolution has been reviewed and approved by the County Attorney's Office as to form. The specific actions are discussed in detail below.

**13000 ASSESSOR-COUNTY CLERK-RECORDER**

**Action A:** Reclassify: One position of V057, GIS Supervisor  
Biweekly Salary: \$3,689.60 - \$4,612.00

To: One position of D110, Information Technology Manager  
Biweekly Salary: \$4,802.40 - \$6,003.20

**Explanation:** This is the reclassification of one filled GIS Supervisor position to Information Technology Manager as recommended by a recently completed classification study of the position. This action represents an approximate monthly salary and benefits cost of \$4,612. There is no change in the total number of authorized positions.

**Action B:** Reclassify: Three positions of V054S, GIS Technician Series  
Biweekly Salary: \$2,552.80 - \$4,192.80

To: Three positions of V058S, GIS Analyst Series  
Biweekly Salary: \$3,342.38 - \$5,167.20

**Explanation:** This is the reclassification of one filled GIS Technician II position and two filled GIS Technician III positions to GIS Analyst II and GIS Analyst III, respectively, as recommended by a recently completed classification study of the positions. This action represents an approximate monthly salary and benefits cost of \$9,690. There is no change in the total number of authorized positions.

#### **45100 PUBLIC WORKS ADMINISTRATION**

**Action:** Set: Salary for B333, C/CAG Stormwater Program Director at \$66.18 to \$82.73 per hour

**Explanation:** This action sets the salary of the new C/CAG Stormwater Program Director at \$66.18 to \$82.73 per hour. This action represents no monthly salary and benefits cost and there is no change in the total number of authorized positions.

#### **Financial Impact on County's Retirement System**

Government Code Section 31515.5 requires the County to provide the estimated financial impact that proposed benefit changes or salary increases for current employees would have on the funding status of SamCERA's retirement fund, the County's retirement system.

As reflected in the attached letter from SamCERA's actuary, Milliman, the changes reflected in this amendment that are in addition to the actually assumed annual salary increases of affected current employees increases the Actuarial Accrued Liability (AAL) by approximately \$87,000. While the Unfunded Actuarial Accrued Liability (UAAL) of SamCERA will be higher by this amount, the funded ratio, rounded to the nearest one basis point, will be unchanged.

#### **FISCAL IMPACT:**

These actions represent an estimated monthly salary and benefits cost of \$14,302 or an annual cost estimate of \$171,627.